

RMA | Associates

Auditors. Consultants. Advisors.

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

**PROFESSIONAL SERVICES SCHEDULE
INDUSTRIAL GROUP: 00CORP**

**CONTRACT NUMBER:
GS-23F-016AA**

**RMA Associates, Inc.
1050 N. Taylor Street, Suite 706
Arlington, VA 22201
Phone: (202) 285-5868 Fax: (703) 852-7272
Contract Administrator: Reza Mahbod
r.mahbod@rmafed.com**

Pricelist current through PO-0026, dated May 3, 2017.

**PERIOD COVERED BY CONTRACT:
January 3, 2013 through January 2, 2018**

**Business Size:
Small Business**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: <http://www.GSAAdvantage.gov>.

TABLE OF CONTENTS

RMA OVERVIEW.....3

CUSTOMER INFORMATION.....4

GSA PRICING.....6

LABOR CATEGORY DESCRIPTIONS.....7

RMA ASSOCIATES LLC OVERVIEW

Financial and Business Solutions

RMA Associates LLC is a CPA and Consulting firm that specializes in federal audit, attest, audit remediation, and financial advisory engagements. Our personnel include former big four firm senior management and former cabinet level Office of Inspector General auditors. Our team has developed audit and internal control methodology and training for global companies and our federal clients.

We understand the federal financial management and related IT environments, and the unique challenges facing agencies. Since we are a small firm, we can provide more personalized service to our clients. We combine an extensive range of financial knowledge and experience to help you achieve your objectives. Our primary goal is to be responsive to our clients' needs. We view every client relationship like a partnership and believe that our success is a result of your success.

You Can Count On Us For:

- *Expertise in federal financial management issues and in addressing programmatic needs and concerns;*
- *Commitment to high quality work and personal timely service;*
- *Value-based services that will improve data quality and integrity; and*
- *Ability to provide and implement specific action plans.*

Our Services:

- *Financial Statement Audit and Attest Engagements;*
- *SSAE No. 18 Examinations and assistance with management assessment of such examinations;*
- *Audit Remediation;*
- *Full Life Cycle Audit Assistance;*
- *Internal Control Reviews;*
- *Project Management and Technical Writing Services;*
- *Analysis of Compliance Procedures;*
- *IT General and Application Control Testing, Assessments, and Reviews;*
- *Outsourced Accounting, Budget, and CFO Services;*
- *Cybersecurity and Information Assurance Services;*
- *Audit services under Federal Information Security Management Act (FISMA);*
- *Advisory services to comply with Federal Manager's Financial Integrity Act of 1982 (FMFIA) and Office of Management and Budget (OMB) Circular A-123, Management's Responsibilities for Internal Control, Green Book Internal Control Standards;*
- *Expertise services to improve process and procedures, systems with automated solutions for faster and timely data and documented processing;*
- *Preparing training materials and conducting training of OIG and other Federal agency employees with the industry best practices and technologies; and*
- *Statistical advisory services.*

CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers with appropriate cross-reference to page numbers:

SIN	SIN Description
520-7 / 520-7 RC	Financial & Performance Audits
520-11 / 520-11 RC	Accounting
520-12 / 520-12 RC	Budgeting
520-13 / 520-13 RC	Complementary Financial Management Services
520-14 / 520-14 RC	Audit & Financial Training Services
520-17 / 520-17 RC	Risk Assessment and Mitigation Services
520-18 / 520-18 RC	Independent Risk Analysis
520-21 / 520-21 RC	Program Management Services
520-22 / 520-22 RC	Grants Management Support Services

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.**
- 2. Maximum Order:** *\$1,000,000.00*
- 3. Minimum Order:** *\$100.00*
- 4. Geographic Coverage (delivery Area):** *48 contiguous states, Alaska, Hawaii, Washington D.C., Puerto Rico, U.S. Territories.*
- 5. Point(s) of production (city, county, and state or foreign country):** *Same as company address*
- 6. Discount from list prices or statement of net price:** *Government net prices (discounts already deducted). See Attachment.*
- 7. Quantity discounts:** *None Offered*
- 8. Prompt payment terms:** *Net 30 days*
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold:**
Accepted
- 9b. Notification whether Government purchase cards are not accepted or not accepted above the micro-purchase threshold:** *Not Accepted*
- 10. Foreign items (list items by country of origin):** *None*
- 11a. Time of Delivery (Contractor insert number of days):** *Specified on the Task Order*

- 11b. Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: *Contact Contractor*
- 11c. Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: *Contact Contractor*
- 11d. Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: *Contact Contractor*
- 12. F.O.B Points(s):** *Destination*
- 13a. Ordering Address(es):** *Same as Contractor*
- 13b. Ordering procedures:** *For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).*
- 14. Payment address(es):** *Same as company address*
- 15. Warranty provision.:** *Contractor’s standard commercial warranty.*
- 16. Export Packing Charges (if applicable):** *N/A*
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** *Contact Contractor*
- 18. Terms and conditions of rental, maintenance, and repair (if applicable):** *N/A*
- 19. Terms and conditions of installation (if applicable):** *N/A*
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** *N/A*
- 20a. Terms and conditions for any other services (if applicable):** *N/A*
- 21. List of service and distribution points (if applicable):** *N/A*
- 22. List of participating dealers (if applicable):** *N/A*
- 23. Preventive maintenance (if applicable):** *N/A*
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** *N/A*
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at:** www.Section508.gov/.
- 25. Data Universal Numbering System (DUNS) number:** *828489554*
- 26. Notification regarding registration in System for Award Management (SAM) database:** *5VR67*

GSA PRICING

SINs	Labor Categories	01/03/2013 – 01/02/2014	01/03/2014 – 01/02/2015	01/03/2015 – 01/02/2016	01/03/2016 – 01/02/2017	01/03/2017 – 01/02/2018
All SINs	Senior Partner	N/A	N/A	N/A	\$189.42	\$193.21
All SINs	Partner/Director	\$136.02	\$138.74	\$141.51	\$144.34	\$147.23
All SINs	Manager	\$120.91	\$123.32	\$125.79	\$128.31	\$130.88
All SINs	Supervising Senior	N/A	N/A	N/A	\$96.73	\$98.66
All SINs	Senior	\$75.57	\$77.08	\$78.62	\$80.19	\$81.79
All SINs	Staff	\$70.53	\$71.94	\$73.38	\$74.85	\$76.35

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

LABOR CATEGORY DESCRIPTIONS

Job Title:

Senior Partner

Job Duties:

Responsibilities include final authority in the conduct of client engagements and full responsibility for the work performed, including overall project management and final review. Senior statisticians, technical writers, IT Audit/Security, and data analysis professionals with specialized technical skills are included in this category.

Experience:

Minimum experience includes fourteen years of general audit and/or consulting experience, including five years of government experience.

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

One of the following certification, as applicable to the engagement: Certified Public Accountant (CPA), Certified Information System Auditor (CISA), Certified Government Financial Manager (CGFM), Project Management Professional (PMP), or equivalent experience.

Job Title:

Partner/ Director

Job Duties:

Responsibilities include final authority in the conduct of client engagements and full responsibility for the work performed, including overall project management and final review.

Experience:

Minimum experience includes ten years of general audit and/or consulting experience, including three years of government experience.

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

One of the following certification, as applicable to the engagement: Certified Public Accountant (CPA), Certified Information System Auditor (CISA), Certified Government Financial Manager (CGFM), Project Management Professional (PMP), or equivalent experience.

Job Title:

Manager

Job Duties:

Responsibilities include reviewing working papers, deliverables, and reports for completeness and accuracy; conducting discussions with clients about the results of the work performed; directing senior and junior level professionals; reviewing and approving work plans and programs; ensuring that assignments are carried out within the budgeted time and within delivery commitments; following the progress of the engagement; and helping resolve issues as they arise. The manager is regularly assigned on engagements in a managerial capacity. Senior statisticians, technical writers, and data analysis professionals with technical skills are included in this category.

Experience:

The manager needs a minimum of five years of experience and two years in Government

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

One of the following certifications as applicable to the engagement: Certified Public Accountant (CPA), Certified Information System Auditor (CISA), Certified Government Financial Manager (CGFM), Project Management Professional (PMP), or equivalent experience.

Job Title:

Supervising Senior

Job Duties:

Responsibilities include independently performing a major segment of a client engagement, directing and instructing the work of junior professionals, reviewing completed work, and directing revisions if necessary. The supervising senior makes decisions on routine client matters with the assistance of the manager and partner. Statisticians, technical writers, IT Audit/Security, and data analysis professionals with specialized technical skills are included in this category.

Experience:

This individual shall have at least three years of general audit and/or consulting experience, including two years of government experience.

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

None

Job Title:

Senior

Job Duties:

Responsibilities include independently performing a major segment of a client engagement, directing and instructing the work of junior professionals, reviewing completed work, and directing revisions if necessary. The senior makes decisions on routine client matters with the assistance of the manager and partner. Statisticians, technical writers, and data analysis professionals with specialized technical skills are included in this category.

Experience:

This individual shall have at least two years of general audit and/or consulting experience, including one year of government experience.

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

None

Job Title:

Staff

Job Duties:

Responsibilities include performing specific procedures under the supervision of a senior. All activities of the staff are supervised.

Experience:

Entry Level – Bachelor's Degree Required.

Education Level Required:

The minimum education requirement includes a bachelor's degree in Accounting, Information Systems, Business, or Equivalent, and keeping current with applicable Continuing Professional Education (CPE) requirements.

Certification Required:

None